

Golden West Community Services District

P.O. Box 448, El Dorado, CA 95623
gwcsd.org



Regular Meeting Minutes GWCS D Board of Directors

Fire Station #44, 6109 Quartz Dr, El Dorado, CA

Tuesday, June 6, 2023, 6:30pm

This meeting will be in-person and simulcast via Zoom. Use the link below to participate as a member of the public:

<https://us06web.zoom.us/j/82931625700?pwd=TW9FUWNuaGhtSVY1L3N6QitjNDV Rdz09> Meeting ID: 829 3162 5700
Passcode: 173895

Note that the District is providing access to the meeting via Zoom as a convenience to the public. The Board reserves the right to cancel or terminate the Zoom session at any time in the event of technical difficulties or if the Zoom simulcast disrupts the orderly and efficient conduct of the meeting. Such termination will not cause or reflect adjournment of the Regular Meeting.

For the purposes of the Brown Act - Government Code 54954.2(a), the numbered items on this agenda give a brief general description of each item of business to be transacted or discussed. Documents referenced or supporting the following agenda items are available for public inspection upon publication of the agenda.

In accordance with the Brown Act Section 54954.2(a), this agenda was posted 72 hours prior.

1. Call to Order/Roll Call:

President Patrick Williams, Vice President Joel Borges, Financial Officer Marc Regelbrugge, Director Leanne Stoddard, Secretary Steve Atkinson, General Manager (Vacant),

Present: Patrick Williams, Marc Regelbrugge, Leanne Stoddard, Substitute Secretary Susan Atkinson

- Appoint Mike Melchiori to vacant board position - **Mike was absent**

Open Forum

Public testimony will be received on each Agenda item as it is called. Matters not on the agenda may be addressed by the general public during the Open Forum. Public comments during Open Forum are limited to three minutes per person. The Board reserves the right to waive said rules by a majority vote.

2. Approval of Agenda -

Board Discussion/Public comment/Board action

Williams suggested the following changes to the agenda: move GM report to president director report, remove emergency response report from the meeting tonight due to Paul's resignation from the board.

**Regelbrugge suggested the following: change venue to Station 44, 6109 Quartz Drive, El Dorado also defer appointing Mike Melchiori to 10.b new business.
Approval of amended Agenda passed unanimously.**

3. Approval of Minutes of Previous Meeting(s)

- March 7, 2023 - Regular Board Meeting Minutes

Director Williams called for motion to approve minutes, moved and seconded. Minutes approved unanimously.

Board Discussion/Public comment/Board action

4. Correspondence

Regelbrugge reports the following correspondence was received: Notice from CSDA, need to select a candidate, a bill from SDRMA, a bill from the weed abatement company.

5. Consent Items (All items approved with one motion unless a Board member requests a separate action)

- El Dorado County Financial Reports: Accepted as presented from the County. No Action • Bills paid since last Regular Meeting (Vouchers). (See *financial statements link, page 3*)

Board discussion/Public comment/Board action

Regelbrugge states still missing some December 2022 actuals. Just received May actuals. All bills have been paid. No bills to approve at this meeting.

6. Director Reports

Director Williams: Borges has completed federal and state relief funds paperwork . Paperwork has been approved and the district will receive a check from the government. Check will be close to \$10,000 to cover the cost of storm related drain cleanout, which the district has already paid for. After the storm, questions were raised regarding legal requirements on annual district spending. Williams reports he contacted Joe Harn and asked for clarification regarding district funding spending. Harn stated there are no district spending requirements, no use it or lose it clause.

General Managers Report

- Open discussion / Project Reports

Board discussion/Public comment/Board action

Williams stated there are still some projects that need to be completed. The open GM position will be advertised and a special meeting to discuss the general managers position will be scheduled. No projects in the works right now. Williams will get the district phone from Shane and discuss current contracts with him. Regelbrugge states Shane was working on a tree trimming contract and possibly paving parts of Crystal- no defined plans have been made. A project priority list will be created.

Director Borges: absent

Director Regelbrugge – Financial Reports, Audit Engagement Letter, IT

Discussion occurred regarding how the budget is categorized. Agreed to itemize each expense on monthly budget summary. The quarterly budget summary was discussed. Total budget: \$478, 144. Spent the following: \$442, 444 to roads, \$45.15 outstanding bill as of end of April, elections \$30.00. During the March meeting a board vote gave authorization to hire an auditor. Regelbrugge has contacted Vaughn Johnson. Correspondence from Johnson states fees will be approximately \$8,000. Regelbrugge moved to engage Vaughn Johnson to conduct district audit, seconded by Williams, 3 aye, Motion carries.

Director Stoddard : **No report.**

Director Melchiori - absent

Board discussion/Public comment/Board action

8. Policy & Procedure / Bylaws

Board discussion/Public comment/Board action

Williams stated this item is left on agenda as a running item. No policy & procedure business for the meeting tonight.

9. Old Business

- State / Federal Disaster Relief Funds – Update progress of application for funds
- Emergency Response – Update of progress to create an action plan to respond to emergencies affecting district roads.

Information only, no board action taken.

Board discussion/Public comment/Board action

10. New Business (See Documents link, page3)

- **Appropriations Limitation, FY 2023-24.** The Board will consider Resolution 2023-01 for adoption to establish the appropriations limitation for the Golden West CSD as described in Article XIII of the State Constitution. The appropriations limitation for Fiscal Year 2023-24 will be \$483, 622. A hearing on this matter has been conducted, and appropriate public notices appeared as required.

The CA State Constitution includes this item to avoid district overspending. Regelbrugge moved to approve the Resolution 2023-01, Stoddard seconded, 3 aye, Motion carries

Board discussion/Public comment/Board action

- **Annual Budget, FY 2023-24.** The Board will consider Resolution 2023-02 to adopt a budget for Fiscal Year 2023-24. The annual budget includes estimated revenue and carryover, and provides for up to \$607, 945 in expenditures, of which \$543, 145 is allocated to Road Maintenance. A hearing on this matter has been conducted, and appropriate public notices appeared as required.

Board discussion/Public comment/Board action

Can not pass the budget by a 2/3's vote tonight due to board member absences. Regelbrugge motioned to move 2023-2024 budget approval to the next appropriate meeting, Stoddard seconded, 3 Aye, Motion carries.

Discussion: Regelbrugge stated several items on the 2023-2024 budget are different from past district budgets. The district will receive more money in taxes. Highlights: \$50,000 has been allocated toward general manager salary, \$543,145 toward road maintenance and other overhead expenses \$64,800. Total budget: \$607,945.

- **GWCSO Road Maintenance Responsibilities v. 1.4 update.** The Board will consider Resolution 2023-03 to adopt the Version 1.4 revision of the GWCSO Road Maintenance Responsibilities document, dated 24 May, 2023. This revision only incorporates a change in the description of the extent of the District's responsibility for Crystal Boulevard to reflect consistency with that documented by El Dorado County.

Board discussion/Public comment/Board action

Northern boundary for Crystal Blvd may not be accurate. Regelbrugge moved to adopt Resolution 2023-03. Stoddard seconded, 3 Aye, Motion carries.

- **General Manager Vacancy** – The Board to discuss and consider options to fill the GM vacancy. *Board discussion/Public comment/Board action*

June special meeting to discuss.

11. Close Open Forum

Audience member suggested having more meetings than quarterly meetings, possibly monthly. Board agreed to discuss.

Audience member asked about board members ethics training. Board members stated they will attend ethics training. The County tracks the training.

Audience members expressed safety concerns occurring at the end of Galena Drive. Residents are parking vehicles along the road, sometimes 4 cars deep, blocking the road. Looking for guidance and enforcement from the Board. Residents have contacted the Sheriff's Dept. Williams agreed to send a letter to the residents who are parking in the street.

12. Adjournment

**Next Regular Board Meeting: September 5, 2023, 6:30pm
Location: TBD**

Stoddard motioned to adjourned, seconded Regelbrugge seconded. 3 Aye, Motion carries.

GWCS D Board of Directors

President Patrick Williams (530) 313-8647 pat.williams@gwcsd.org Vice President Joel Borges joel.borges@gwcsd.org Financial Officer Marc Regelbrugge (415) 640-3068 marc.regelbrugge@gwcsd.org Director Leanne Stoddard (847) 909-5835 leanne.stoddard@gwcsd.org Director Mike Melchiori mike.melchiori@gwcsd.org

General Manager *Vacant*

Secretary Steve Atkinson secretary@gwcsd.org

Financial statements can be accessed by the following link:

http://gwcsd.org/content/desktop_site/financial_rpts.html

Agenda and documents for this meeting may be accessed on the Golden West CSD website by the following link:

http://gwcsd.org/content/desktop_site/0-index.html

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